

## Minutes: January 12, 2006 LED Steering Committee Conference Call

Members Present: Becky Rust, Cynthia Swain, Wande Reweta, Jeremy Wu, Steve Hines, Jennifer Marks, Henry Jackson

### Agenda items and discussion:

1. Steering Committee Membership – During the December conference call and subsequent discussion, the committee decided to amend the By-Laws so Steering Committee member terms end on Feb 28<sup>th</sup>, to coincide more closely with the annual workshop. Cynthia wrote an email for Greg to send out describing this change to all member states, along with an updated set of By-Laws. Greg was unable to call in this month but will pursue this issue next week or at the workshop.
2. Annual State Conference – Jennifer expects approximately 120 attendees. Arrangements are finished and everything looks good at this point. There will be a sign-up sheet for dinner, since attendees must pay for dinner themselves. Jennifer has received Power Point presentations from some speakers. Handouts she has received will be in a folder for each attendee. Speakers can also distribute handouts themselves, just prior to presenting.
3. Technical Subcommittee - Steve, as chair of this subcommittee, is collecting potential members' names and email addresses. Although it has taken a while to get this subcommittee started, it is very important. QWI data needs to be validated, it needs to be correct and seen as credible. We need to understand and evaluate QWI definitions. The Census Bureau wants to meet user needs and we, as the users, must explore and define our needs. This subcommittee will help.

The next step is to have a conference call with all members of both the Steering Committee and the Technical Subcommittee. This will be the first meeting of the subcommittee and the presence of the Steering Committee will stress how important their work is. Steve will send his listserv to Cynthia by the end of January. Cynthia will set up a call during the first two weeks of February.

At the workshop, Steve will discuss the issues the subcommittee wants to tackle.

4. Program Updates from the Census Bureau

Arizona has joined LED, which makes 41 partner states. Rhode Island is in the pipeline and discussions are being held with Louisiana.

The On The Map tool now has 15 participants, since Oklahoma just joined. Finishing touches to the application are being unveiled at the workshop.

The wording of the MOU between the Census Bureau and BLS is settled but the document is not signed yet.

Illinois goes through a process of cleaning up latitude and longitude for their QCEW file. They have two full time employees doing this work. They charge a fee to users of the Origin Destination file, which comes, in part, from the QCEW file. This helps pay for the 2 FTEs. Henry will send Steering Committee members his process.

The American Association of State Highway Transportation Officials is setting up three work teams and choosing issues to work on. LED is under consideration. They want a copy of the Origin Destination Matrix for the transportation community to evaluate.

Steve will send the Steering Committee members a link to the Affordability Index Pilot project on the Brookings Institute website. This project is an effort to develop a new measure of housing affordability that integrates housing and transportation costs into a single index.

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